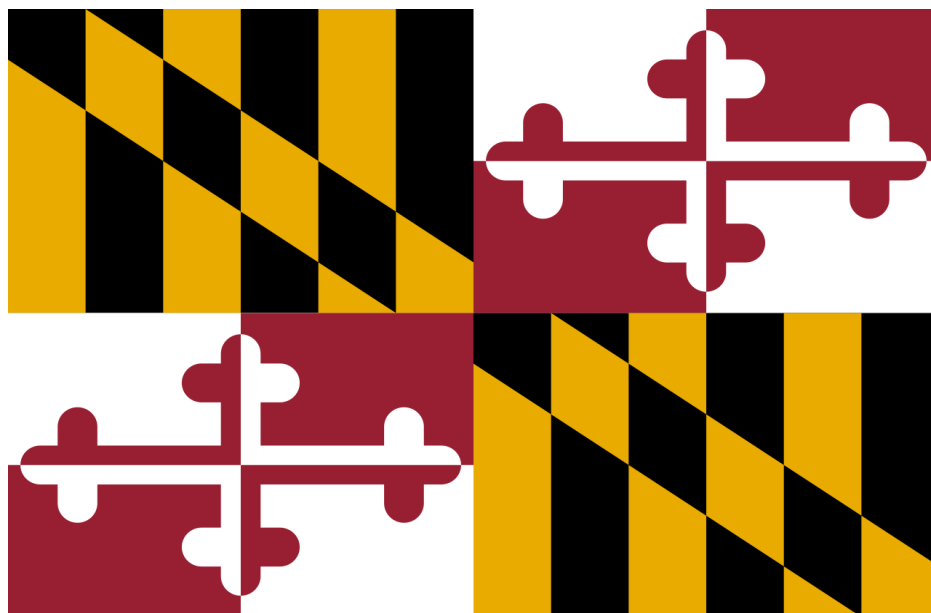


# Maryland USAG State Handbook



2023-2024—Current as of July 20, 2023

## Purpose

The purpose of this handbook is to set guidelines for all member clubs of Maryland USAG. Maryland USAG (MDUSAG) is a sub-organization of USA Gymnastics (USAG) and is bound by all rules and regulations set forth in the official Women's Program Rules & Policies. As a member of USAG Region 7 all Maryland competitive clubs are also bound to follow policies of Region 7 as set forth by the Regional Administrative Committee.

USAG Rules and Policies leaves some decisions to be made at the State level and some to be made at the Regional level, in addition to those made at the national level. The information in this Maryland Handbook is designed to inform members of the decisions/formal votes that have been made or taken that are at the discretion of the State Administrative Committee. The SAC is also responsible for recommending judges to State, Regional, and National meets as well as overseeing Judges' CPE's. Please reach out to the State Chairman for clarification should there appear to be any conflict between the two sets of rules.

In addition to State Meets, the Committee Chair is also responsible for approving petitions when gymnasts wish to change levels or programs outside of the approved progression. As Xcel grows in popularity more petitions are being requested. A petition begins with a request to the State Chair and is followed by videos of the gymnast showing her skills on each event.

Communication to Professional Members is facilitated through TeamApp. If you are a Professional Member and not receiving communications, please email Beth at [Bethrenwick@aol.com](mailto:Bethrenwick@aol.com).

**Please refer to Rules & Policies for the current requirements if a gymnast wishes to change “levels” or “programs” within USAG; i.e. from Xcel to the Developmental Program or from the Developmental Program to Xcel.**

**\*Rules & Policies is the “final” authority; please refer to R&P first for “special” circumstances and further details**

## **History**

Beginning in the 1970’s many Professional Members have served on the Maryland State Administrative Committee. Those members laid the foundation for the policies and procedures we currently follow in Maryland.

This past four years, especially through COVID, we built on what was already in place; primarily standardizing state meet protocols and developing a separate Maryland State Meet Host Handbook and adding Xcel guidance. During the pandemic much of our energy focused on keeping gyms in business and helping set national virtual meet guidelines.

The goal of the SACC going forward is to review and update this Handbook in August of each year.

## **The Frances Maurantonio Lifetime Achievement Award**

As a volunteer organization, the State Committee feels it is important to recognize individuals who have contributed much to our organization. As such, the *Frances Maurantonio Lifetime Achievement Award* was developed.

The *Frances Maurantonio Lifetime Achievement Award* is an award given by the State Administrative Committee to a Maryland USAG Professional Member who has shown exceptional service and dedication to the athletes and greater Maryland Gymnastics Community throughout their career.

Frances became involved in gymnastics when her children were on the team at Deerfield Run Community Center. She then became a judge, back in the day (1978 or thereabouts), when asked as the team needed judges. Frances continued her involvement in the sport for many years, serving on the Judges’ Board and as a longtime member of the USAG Maryland State Committee. Many State Chairman and Committee members valued her insights and trusted her opinions. Frances’ moto was “Do what’s best for the athlete.” Frances passed away in 2014.

The awarding of the honor is at the discretion of the State Committee.

## **The Frances Maurantonio Lifetime Achievement Award** **Awardees**

Frances Maurantonio, 2013
Myra Elfenbein, 2014
Lynn Perrott and Steve Cornelison, 2015
Linda Ostrove, 2016
Jay Barrows, 2018
Kelli Hill, 2023

## **Previously Elected Administrative State Committee** **Members**

This information is important as sometimes elected positions are contingent on having served on the State Administrative Committee.

### **Previously Elected Administrative State Committee Chairpeople—12/2022**

Jean Weber/Rebounders	1970s
Chip Harris/PGGC & Fairland	1970s/1980s
Steve Bedford/Springettes	1980s
Mark Weber/Docksiders	1980s
Jan Greenhawk/DelMarVa	1980s/1990s
Lynn Perrot/Mid-Atlantic	1990s
John Perna/Perna	1990s/2000s
Terry Bradley/Beach Bounders	2000s
Jay Barrows/Docksiders	2000/2010s
Beth Renwick/Judge & Rebounders	2018-Present

Previous Elected State Committee Members  
(As best we can remember as of 12/2022)

Linda Ostrove	Jay Barrows	
Rhonda Schulz	Myra Elfenbein	
Nica Sutch	Dana Appleby	
Beth Renwick	Steve Cornelison	
Amy Martelli	Carmella Solito	
Jessica Ryan	Luanne McKenna	
Patricia Delaney	Tiffany Mills	
Stephani Baldwin	Tony Eusini	

**Current Maryland State USA Gymnastics**  
**Administrative Committee**

<b>Position</b>	<b>Name</b>	<b>Email</b>	<b>Term Expires</b>
State Administrative Committee Chair (SACC)	Beth Renwick	<a href="mailto:Bethrenwick@aol.com">Bethrenwick@aol.com</a>	7/2026
Assistant to SACC	Patty Delaney	<a href="mailto:Patricia.delaney@pgparks.com">Patricia.delaney@pgparks.com</a> <a href="mailto:serfbord@verizon.net">serfbord@verizon.net</a>	7/2023
Clinics and Event Facilitator	Rhonda Schulz	<a href="mailto:Rschulz4445@hotmail.com">Rschulz4445@hotmail.com</a>	7/2023
Judges' Liaison	Linda Ostrove	<a href="mailto:lostrove@yahoo.com">lostrove@yahoo.com</a>	7/2023
Xcel Coaches' Representative	Nica Sutch	<a href="mailto:NS4star@aol.com">NS4star@aol.com</a>	7/2023
Levels 2 and 3 Representative	Stephanie Baldwin	<a href="mailto:Skramer910@gmail.com">Skramer910@gmail.com</a>	7/2023
Level 4 and 5 Representative	Amy Martelli	<a href="mailto:ALM817@aol.com">ALM817@aol.com</a>	7/2023
Optional Coaches' Representative	Jessica Ryan	<a href="mailto:Jessryan1981@gmail.com">Jessryan1981@gmail.com</a>	7/2023

**Appointed Board Members:**

**Luanne McKenna = Unofficial "counsel"**

**Larraine Morales = Technology advisor and Xcel**

**Cynthia Smaha = TOPS**

**Ricky Stakem = Webmaster**

## Finances

The all-volunteer Maryland State Administrative Committee incurs expenses such as paying for Zoom, paying for the Chair to attend yearly National and Regional Committee meetings, paying for clinicians, and some awards for state meets. Past expenses have included, but have not been limited to, apparel for gymnasts and coaches representing Maryland at Regional meets and gifts for each gymnast at state meets. As we “recover” from the COVID pandemic and USAG has rebranded, one of our goals is to re-evaluate what we would like to pay for in addition to what we must pay for. As of December 26, 2022, the balance in our USAG Maryland State account is: \$39,797.12.

There is a history of three ways of supporting the State organization: a “competition fee” applied to meets held within Maryland, a yearly “membership fee” (which was suspended during COVID), and hosting a State Clinic as a fundraiser. Due to COVID restrictions we have only held two clinics in the past four years.

**The current information for sending in the “competition fee” to both Maryland and Region 7 is:**

### LOCAL/REGIONAL SANCTION FILING AND FEES

- **LOCAL**—Within 72 hours, send \$1.00 per gymnast competition fee to the State office as well as email a copy of the Sanction Report Form to:

The check should be made out to: MD USAG  
Beth Renwick, MD SAC  
3309 Abell Ave.  
Baltimore, MD 21218

[Bethrenwick@aol.com](mailto:Bethrenwick@aol.com)

- **REGIONAL**—Send \$2.00 per gymnast competition fees to the Region 7 office. Include a copy of the sanction.

Jen Bortz, Region 7 RAC  
PO Box 243  
Boalsburg, PA 16827

# **Maryland State Meets 2024**

The primary responsibility of the State Committee is to oversee State Meets. The Committee puts out “Bids” to host, votes on “Bids,” sets the dates for the meets, sets the “declaration dates,” determines the qualifying scores, the awards, and a few other details per Rules & Policies. The Committee is also responsible for checking that only those who are eligible are competing in their respective State Meets.

There are several ways to determine if a gymnast is eligible to compete in a respective State Meet. One of the ways is to check the gymnasts scores in the USAG database. As such, we ask that all scores be uploaded to the myusagym app.

## **REPORTING SCORES FOR MOBILITY AND QUALIFICATION TO STATE MEETS**

Two parts—Export the scores to the USAG data base **OR**, if electronic scoring was not used, email the scores to [Bethrenwick@aol.com](mailto:Bethrenwick@aol.com)

Exporting scores to the USAG data base:

- a. Go into the Sanction application on the USAG website.
- b. Click “Scoring API Access Information”
- c. There will be an “API Key”
- d. This is the number that will be needed to export the scores.
- e. Follow the steps on the separate attachment/document or google for directions.

Emailing scoresheets: Email a copy to: [Bethrenwick@aol.com](mailto:Bethrenwick@aol.com). Please include the name of the meet, the date, and a contact person’s email if it is different from the person sending the scores.

Maryland State Meet Schedule 2024—With Declaration Dates and Final Registration Dates

**INCOMPLETE AS OF JULY 20, 2023**

Qualification for EVERY level to Maryland State Meets is **32.00**

**The score must be attained IN state with a 2-judge panel for Levels 2 thru 7 and Bronze thru Diamond**

**\*Note: Meets held in Maryland hosted by a Delaware club are considered as being “in Maryland”**

The score may be attained OUT OF STATE for Levels 8, 9 and 10 and Sapphire

**\*\*\*All scores must be attained at a USAG Sanctioned meet and be uploaded to the myusagym app.**

Gymnasts may compete in 1 State Meet per year.

The level at which she is competing for her STATE MEET

MUST be **DECLARED** by the **DECLARATION DATE**

Declaration is “made” by the level the gymnast is listed as in the USAG database on the Declaration Date

**AND**

If the gymnast competes at a higher level AFTER the Declaration Date, she may not “go back” to a “lower” level.

These are the pre-qualification links to the Levels 9 and 10 Regional Meet

**Level 9:**

**Level 10:**

This is the pre-qualification link to the Xcel Regional Meet

**To declare as an Individual Event Specialist please fill out the form by the final registration date of the meet.**

**Only the following levels allow IES in Maryland:**

**Levels 8, 9, and 10 = 8.5**

**Bronze, Silver, and Gold =**

**Platinum, Diamond, and Sapphire =**

**We honor our **Seniors** at each state meet. Please fill out the Senior form by**

Level	Host	Weekend	Declaration Date and Final Registration Date
Levels 7 and 8		March 16 and 17	
Levels 9 and 10 and Xcel Platinum, Diamond, and Sapphire		March 23 and 24	
Levels 3, 4, and 5		April 6 and 7	
Level 6 and Gold		April 13 and 14	
Level 2 and Bronze		April 20 and 21	
Silver		April 27 and 28	
Maryland State Clinic		TBD	

**REQUESTING AND CANCELLING JUDGES**  
**As of July 20, 2023**

**ALL REQUESTS FOR JUDGES FOR MEETS IN MARYLAND MUST BE ENTERED BY THE MEET DIRECTORS THROUGH THE GYMJAS WEBSITE/SYSTEM.**

Please email Jane Flynn, Maryland State Judging Committee Chair with questions: [sjd.maryland@gmail.com](mailto:sjd.maryland@gmail.com)

<https://gymjas.com/>

- When you get to the website click “Maryland” and then the “Meet Directors” menu.
- Once there, on about the second line, click “Meet Request Form.”
- Follow the directions and fill out the form.



# **Hosting Local USAG Sanctioned Competitions**

What follows below are parts of previous Maryland State Handbooks that Jay Barrows, SACC for 14 years, put together based on experience in the position.

- 1) Designate a certified Meet Director. All meet directors must have Meet Director Certification. The certification test is found on the USA Gymnastics website.
- 2) Request judges as soon as the date of your meet is known. Use gymjas.com (see above)
- 3) State Meets, per Rules & Policies, are under the control of the State Committee. In Maryland we require that TWO JUDGES assigned by MD NAWGJ judge any meet in which scores will be used to qualify to MARYLAND STATE CHAMPIONSHIPS for all levels that qualify IN state.
- 4) Apply for a sanction from USA Gymnastics. Use the process outlined on the USA Gymnastics website. Sanctions should be applied for as early as possible.
- 5) Send out Pre-Meet Information. This should include days and times of sessions, approximate finish time, equipment specifications (must also include vault runway information), spectator entry fees and any additional details as needed.
- 6) In making meet schedule, make sure that all competition fits in required time allotment and the numbers are correct. No gymnast may start competition prior to 8:00 a.m., and no gymnast may be scheduled to compete past 10:00 p.m.
- 7) Check that all coaches on the floor have a current USAG PRO number/card/QR code and that they sign the Coaches Sign-In Sheet which is sent to USAG. Upon check in, ensure that the coaches' membership, safety certification, safe sport, and background check information is current and their attire is appropriate.
- 8) Upload scores to the myusag app.
- 9) Follow the procedure stated on the sanction for filing the sanction.
- 10) If you plan on inviting foreign teams (including Canada and Mexico) you must first contact the National Office.
- 11) At Level 2 and Level 3 Achievement Awards must be given on all individual events. For Level 4 and up giving Achievement Awards is at the discretion of the meet director.

# **Current State Administrative Committee Positions**

## **State Chairman**

The position of the State Chairman is to be responsible for matters involving the administration of Maryland USAG, with the assistance of other members of the State Administrative Committee. The State Chairman will preside over all meetings of the State Administrative Committee. The Chairman will not vote in any motions except in the event of a tie, where the Chairman will cast the deciding vote. The State Chairman will also represent the State of Maryland on the Regional Administrative Committee, and must fulfill all obligations therein.

The State Chairman is elected for a two-year term. Nominations for state chairman will be made in March prior to the end of the current term. If more than one person is nominated for the position, an election will be held in April under the guidelines of USA Gymnastics. If there is a tie, the Regional Administrative Chairman will vote to break the tie. If there is only one nominated person, the Regional Chairman will cast the vote for the nominated individual and they would win the position by acclamation.

## **Judges Representative**

The position of Judges Representative will be responsible for representing to the State Administrative Committee the opinions of members of the Maryland Chapter of the National Association of Women's Gymnastics Judges (NAWGJ). The Judges Representative must be a member of NAWGJ and its Maryland chapter. They will be allowed one vote on all motions that are brought before the State Administrative Committee and may make motions to the same.

The Judges Representative is elected for a two-year term. Nominations will be held in May prior to the end of the term. If more than one person is nominated for the position, an election will be held in June under the guidelines of USA Gymnastics. If there is a tie, the State Administrative Chairman will vote to break the tie. If there is only one nominated person, the State Chairman will cast the vote for the nominated individual and they would win the position by acclamation.

## **Level Representatives**

The position of Level Representative will be responsible for representing to the State Administrative Committee the opinions of the coaches and gymnasts of their respective level in the State. The Representative should have a strong familiarity with the Level that they are representing on the Board. They will also be responsible for certain administrative duties related to their specific level, including the maintaining of a list of qualified individuals for the State Championships, and be the primary contact person for the running of the State Championships at that level. They will be allowed one vote on all motions that are brought before the State Administrative Committee and may make motions to the same.

As determined by the State Administrative Committee, current Level Representative positions are Xcel, Levels 2 and 3, Levels 4 and 5, and Optional. The State Administrative Committee may vote to combine or separate Levels for Representation purposes as it sees fit by a majority vote.

The Level Representative is elected for a two-year term. Nominations will be held in May prior to the end of the term. If more than one person is nominated for the position, an election will be held in June under the guidelines of USA Gymnastics. If there is a tie, the State Administrative Chairman will vote to break the tie. If there is only one nominated person, the State Chairman will cast the vote for the nominated individual and they would win the position by acclamation.

### **Clinics and Event Facilitator**

This position is appointed directly by the State Chairman. The position is responsible for handling all matters involving the administration of the State Clinics, as well as assisting in Coaches Education and Growth. They will be present at all meetings of the State Administrative Committee and may make motions to the same. However, they do not get to vote on motions, as it is an appointed position.

### **Assistant to the State Chair**

This position is appointed directly by the State Chairman. The position is responsible for ordering all Awards to be given at State Championships, as well as ensuring that the appropriate host receives the awards for distribution. They will also be responsible for ordering any and all apparel that is distributed by the State. They will be present at all meetings of the State Administrative Committee and may make motions to the same. However, they do not get to vote on motions, as it is an appointed position.

### **Secretary**

This position is appointed directly by the State Chairman. The position is responsible for maintaining accurate record keeping of minutes from State Administrative Committee meetings, as well as assisting other tasks handled by the State Committee. They will be present at all meetings of the State Administrative Committee and may make motions to the same. However, they do not get to vote on motions, as it is an appointed position.

### **Webmaster**

This position is appointed directly by the State Chairman. The position of will be responsible for maintaining and running the Maryland USA Gymnastics Website at [www.mdusagym.com](http://www.mdusagym.com), as well as other Social Media platforms. They will be present at all meetings of the State Administrative Committee and may make motions to the same. However, they do not get to vote on motions, as it is an appointed position.

### **Additional Positions**

The addition of any elected (voting) position may be made by the State Administrative Committee by a simple majority vote. The position would then be open for nominations through the normal election process. Any added elected position would get one vote for any motions brought before the State Administrative Committee, and may make motions to the same.

The addition of any appointed position is at the discretion of the State Chairman. The State Chairman would also be able to select the person to take the position. The selected person will be present at all meetings of the State Administrative Committee and may make motions to the same. However, they do not get to vote on motions, as it is an appointed position.